

**MADISON COUNTY
PERSONNEL ACTION**

Department Adult Drug Court Employee Name Matt Herr
 Job title Treatment Coordinator Employee SS # _____
 Effective Date 10/5/2020

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: Treatment Coordinator new position or replacement if so, whom? _____
 Rate of Pay: \$21.64 Same Position

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

*From 50 weeks to 52 weeks/annually
yearly salary \$45,000.00*

Promotion

From Position: _____ To Position: _____
 Rate of Pay \$ _____ Rate of Pay \$ _____

Termination

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Honorable Judge Staci O'Neal Signature *Staci O'Neal* Date 10/1/2020

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

**MADISON COUNTY
PERSONNEL ACTION**

Department Adult Drug Court Employee Name Candace Gallager Moore
 Job title Treatment Coordinator Employee SS # _____
 Effective Date 10/5/2020

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: Treatment Coordinator new position or replacement if so, whom? Same Position

Rate of Pay \$21.64

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

*From 50 weeks to 52 weeks/annual
yearly salary \$45,000.00*

Promotion

From Position: _____ To Position: _____
 Rate of Pay \$ _____ Rate of Pay \$ _____

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Honorable Judge Staci O'Neal Signature *Staci O'Neal* Date 10/1/2020

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____